

Organic Poultry Plan

Please complete this questionnaire if you are requesting organic certification for poultry and eggs. If you plan on certifying any other livestock, please complete the Organic Livestock Plan instead of this plan. If you want to certify any crops for sale, please complete the Organic Farm Plan. See the Application Checklist for Poultry for additional information to submit with this Plan.

SECTION 1: General Information		205.201, 205.300-11, 205.401	
Farm name:	Date:	Organic certification number:	
Owner:	Phone:	Email:	
Primary contact for certification (if different than owner):	Primary contact phone:	Primary contact email:	
List other authorized contacts with their titles and contact information (email/phone number):			
<i>If you have completed the Organic Farm Plan, skip to Section 2</i>			
Physical Address (if different than main farm operation):	City:	State/province:	Postal/zip code:
Legal status: <input type="checkbox"/> Sole proprietorship <input type="checkbox"/> Corporation <input type="checkbox"/> Cooperative <input type="checkbox"/> Trust or non-profit <input type="checkbox"/> LLC <input type="checkbox"/> Legal partnership (federal form 1065) <input type="checkbox"/> Other (specify)			
1-1. What are you requesting to certify as organic? (check all that apply) <input type="checkbox"/> Chickens – Layers <input type="checkbox"/> Chickens – Broilers <input type="checkbox"/> Turkeys <input type="checkbox"/> Ducks <input type="checkbox"/> Geese <input type="checkbox"/> Eggs <input type="checkbox"/> Other (specify): <p style="text-align: center;"><i>If you wish to certify any crops for sale, please complete the Organic Farm Plan.</i></p> <p style="text-align: center;"><i>If you wish to certify any livestock in addition to poultry, please complete the Organic Livestock Plan.</i></p>			
1-2. List all non-organic livestock on farm: <input type="checkbox"/> N/A			
1-3. Has this operation, or a responsible party (owner) connected to this operation, ever previously held organic certification? <input type="checkbox"/> Yes <input type="checkbox"/> No List previous years certified organic and name of accredited certifying agency: List current organic certification by other accredited certifying agencies:			
1-4. Has organic certification ever been denied, suspended, or revoked? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> n/a If yes, describe the circumstances and attach all noncompliance noted by the certifying agent issuing the decision and corrective actions you took to address the noncompliance: <input type="checkbox"/> I have attached noncompliance and corrective actions. <i>If previously certified by another certifying agency, or currently certified by another agency, submit your last certificate issued, the last post-inspection letter received, and any noncompliance cited and corrective actions you took to fix the noncompliance.</i> <input type="checkbox"/> I have attached noncompliance and corrective actions. <input type="checkbox"/> I have attached current certification certificate and last post-inspection letter.			
1-5. Do you have access to the current Organic Standards? <input type="checkbox"/> Yes <input type="checkbox"/> No 1-6. Do you have access to the current OMRI Materials List? <input type="checkbox"/> Yes <input type="checkbox"/> No 1-7. Are you certifying any processed poultry products (products other than the birds and meat products)? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, have you completed the On-Farm Handling Plan? <input type="checkbox"/> Yes <input type="checkbox"/> No			
1-8. Preferred time for inspection visit: <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon 1-9. The NOP requires that Baystate Organic Certifiers perform unannounced inspections. You may choose two weekdays that you are <u>not</u> available for unannounced inspections. List them here:			

SECTION 2: General Poultry Information

205.201, 205.236

Note the number of all poultry on farm currently, including the number anticipated to be purchased or raised this year. List them as follows: for organic certification (O) and conventional (C).

2-1. Complete the table below with all poultry on-farm for this year.

Type of Poultry	Laying Hens/Ducks		Broiler/Slaughter Stock		Males	
	O	C	O	C	O	C
New chicks hatched on-farm						
Chickens						
New poults hatched on-farm						
Turkeys						
New ducklings hatched on-farm						
Ducks						
New goslings hatched on-farm						
Geese						
Other poultry:						

2-2. Do you raise the same type of poultry as both organic and non-organic? Yes No

If yes, how do you keep non-organic and organic birds segregated?

If yes, how do you easily distinguish between non-organic and organic flocks?

SECTION 3: Poultry Sources

205.236

Organic Standards require poultry and edible poultry products must be from poultry that have been under continuous organic management beginning no later than the second day of life. Day-old chicks do not have to be from an organic source.

3-1. Do you raise your own chicks/poults on-farm? Yes No

3-2. For chicks raised on-farm, describe how they are raised, including their housing, location, bedding, feed, and feed supplements provided:

3-3. Do you purchase chicks/poults/ducklings/goslings this year? Yes No

If yes, how old are they when they arrive on-farm?

If yes, do you have proof that they have been managed organically from the second day of life? Yes No

For purchased birds older than day old chicks, do you have the organic certification documentation on file? Yes No N/A

Complete the table on purchased poultry below, as applicable. Attach an additional sheet, if necessary.

Poultry Type Purchased	Flock #	Purchase Dates	Slaughter Date / Egg Laying Date	Source	Certified By?

NOP Rule requires a total feed ration composed of agricultural products, including pasture and forage, that are organically produced and, if applicable, organically handled: Except that, non-synthetic and synthetic substances allowed under 205.603 and 205.604 may be used as feed additives and supplements.

4A. FEED RATIONS:

4A-1. Complete the table for feed rations. List each feed item, what % of the total ration it is, how much of this feed is fed per week or per month, and whether it is Organic (O), Transitional (T) or Conventional (C). If you're using blends, list manufacturer, blend name and type of blend and submit an ingredients list with this Plan. For each new blend and for new applicants, submit an organic certificate for the blend manufacturer.

EXAMPLE: Cracked corn, 40% (O), 50-lb fed per month

Bird Group	Feed Ration %, Amount Fed Per Week/Month
Chicks:	
Pullets:	
Layers:	
Broilers:	
Turkeys:	
Ducks:	
Geese:	
Other:	

4A-2. Feed inventory records are required at least once a year so that rations are auditable at inspection. List the current quantities of all feed that is on-farm (include all purchased and grown amounts and note whether the feed is organic or non-organic). Please note the date inventory was taken, and if zero feed is on hand, report those quantities as zero:

4B. PURCHASED FEED:

4B-1. Did you purchase or do you plan on purchasing any feed this year? Yes No

If yes, fill out the table below.

Type of Purchased Feed	Sources	Certified By?	Quantities	Dates Purchased

4B-2. Do you process feed (mix, grind, roast, extrude, etc.) on-farm? Yes No

If yes, is the equipment also used to process conventional products? Yes No

If yes, how is equipment cleaned prior to processing organic feed to prevent contamination?

4B-3. What is your plan for emergency feed supplies?

4B-4. Do you feed non-organic feed to any other animals on the farm? Yes No

If yes, where is the non-organic feed stored?

If yes, how do you prevent your organic poultry from consuming the non-organic feed?

4C. ON-FARM FEED

4C-1. Growing feed:

- I grow organic crops on-farm for sale and have filled out the Organic Farm Plan.
- I grow organic crops and/or feed scraps from my garden on-farm for my poultry but do not sell organic crops.
- I do not grow crops (*skip to next section.*)

4C-2. If you grow crops to be fed to your poultry or feed scraps/waste from your garden, describe your growing system for raising these crops: N/A

4C-3. List all fertilizers, pest and disease control materials and other inputs used on your crops to be fed to your poultry. All inputs must be compliant with the Organic Standards for the crops to be fed to organic poultry. N/A

4D. FEED SUPPLEMENTS & ADDITIVES

Organic Standards define a feed additive or supplement as nutrient(s) mixed with feed or offered free choice to improve the overall nutrient balance of the feed ration or fill a specific nutritional need. All agricultural ingredients in feed supplements and additives must be organic; certain synthetics are also allowed under NOP 205.603. Feed supplements and additives must not be fed in amounts above those needed for adequate nutrition and health maintenance for the species at its specific stage of life.

4D-1. Did you purchase or do you plan on purchasing any feed supplements or additives this year? Yes No
If yes, fill out the table below, including oyster shell, grit, minerals, etc.

Feed Supplement/Additive	Sources	Amounts Fed Per Week or Per Month	Restricted? Yes or No	Reason for Use

4D-2. Feed supplement inventory records are required at least once a year so that rations are auditable at inspection. List the current quantities of feed supplements on-farm (include the date inventory was taken, and if zero feed is on hand, report those quantities as zero):

4E. FEED STORAGE:

4E-1. Do you have any feed storage? Yes No

If yes, fill out the table below, including any storage not listed on the Organic Farm Plan for crop storage.

Storage ID	Type of Storage (Silo, Bin, etc.)	Capacity	Type of Feed Stored (Bulk/Bagged Grain, etc.)	Dedicated to Organic Feed? Yes or No

4E-2. How do you control pests (insects, rodents, etc.) in organic feed storage areas? none good sanitation
 screened windows/vents removal of habitat/food sources crack/crevice spray electrocutors sticky traps
 inspection zones around interior perimeter physical barriers sheet metal on building exterior sealed doors/windows
 ultrasound/light devices repairs of holes/cracks, etc. pheromone traps mechanical traps other (specify)

4E-3. Do you keep records of your pest monitoring and management activities? Yes No

Water used for organic poultry must be potable and readily accessible. Tests for coliform, nitrates and other contamination may be required based on risk factors. The Organic Standards requires manure to be managed so that it does not contribute to contamination of crops, soil, and water.

5A. WATER

5A-1. What are your sources of water for poultry use?

- on-site well municipal river/creek/pond spring other (specify):

5A-2. Do you use additives in the water, such as cider vinegar? Yes No

If yes, are they organic? Yes No

5A-3. How do you manage water for the needs of the poultry, native species and/or riparian areas? N/A

- water conservation planting drought-tolerant natives correct pond locations use fish screens with pumps
 scheduled irrigation protect/improve natural function of riparian area other (specify)

5A-4. Known contaminants in water supplies in your area: (attach residue analysis and/or salinity test results, if applicable)

5A-5. How do you minimize water contamination problems? N/A

- fencing poultry from waterway fertilizer/compost stored away from water prevent nutrient leaching from over-irrigation
 grassy waterways/wetlands/riparian buffers to filter water other (specify)

5B. MANURE MANAGEMENT

5B-1. Check all methods of manure management with the manure from your flocks:

- left on pasture/outdoor access areas spread on fields compost pile bagged and sold other (specify)

5B-2. Estimated quantity of manure generated per year: _____ tons

The Organic Standards requires poultry living conditions to accommodate their health & natural behaviors. Poultry must have access to the outdoors, shade, shelter, exercise areas, fresh air, and direct sunlight suitable to the species, its stage of production, the climate, and the environment.

6A. HOUSING

6A-1. List all housing provided to each poultry group. N/A, no housing provided.

Type of Housing (shed, stationary coop, mobile coop or tractor)	Poultry Group Housed	Number of Birds Housed	Dimensions or Square Footage	Linear Ft of Roosting Space	Number of Nesting Boxes

6A-2. What types of bedding are you using in their housing and nesting boxes? (Check all that apply.)

- Feed source types: Grass Hay Straw Other edible roughage
 Non-feed source types: Sawdust Wood shaving Other non-edible material

6A-3. If you are using straw, hay or other edible roughage as bedding, is it organic? Yes No N/A

If yes, what are the sources?
 If yes, do you have proof on file that the source is organic? Yes No

6A-4. How often is housing cleaned out?

6A-5. How is their housing cleaned? List any sanitation/cleaning materials used, including brand and manufacturer:

6A-6. What pest control measures are used in their housing? List any materials used, including brand and manufacturer:

No pest control materials used

6A-7. What type of flooring is in each housing unit? None, open to the ground Solid Slatted/Perforated Other (specify):

6A. HOUSING (cont.)

6A-8. How is ventilation provided?

6A-9. Is day length regulated using artificial light? Yes No

If yes, how many hours of total light are given?

6A-10. Is treated lumber used on farm in contact with soil or poultry? Yes No

If yes, describe the areas where treated lumber is used:

6B. PASTURE & OUTDOOR ACCESS

6B-1. How many hours per day are poultry confined (i.e., not given any outdoor access)?

Spring: Summer: Fall: Winter:

6B-2. Have you confined poultry for a full day or longer at any time during the past year? Yes No

If yes, do you record the days poultry are confined? Yes No

If yes, what kind of record are you maintaining? Calendar Notebook Spreadsheet Other (specify):

If yes, describe every situation in which poultry were confined:

6B-3. List all pastures and outdoor access areas used for poultry. No outdoor access given

Pasture / Area ID	Acres / Square Feet	Type of Poultry and Maximum Number of Poultry on Pasture	Seasons When Poultry Has Access

6B-4. Do the doors to their outdoor access areas allow for the birds to go outside “on-demand” all day? Yes No

6B-5. Does each area have sufficient shade, dust baths, shelter and direct sunlight for all birds using it? Yes No

If no, list which areas do not and why:

6B-6. If you are using smaller outdoor access areas for your poultry, how do you make sure that the poultry do not wear out the area and take the area down to bare dirt?

SECTION 7: Health Management

205.238, 205.603, 205.604

Organic Standards require preventive poultry health care practices be used when needed. When preventives and veterinary biologics are insufficient, synthetic medications may be used, provided the medications are allowed under 205.238.

7-1. How do you manage poultry health? Check all that apply.

- selective breeding raise own replacement stock isolation for purchased/diseased birds culling vaccinations
 good sanitation access to outdoors dry bedding good ventilation in housing good quality feed
 pasture rotation nutritional supplements probiotics other (specify):

7-2. Do you withhold conventional treatment from an ill bird after organic methods have failed in order to maintain its organic status? Yes No

7A. HEALTHCARE MATERIALS: Not Applicable, skip to next section

7A-1. List all healthcare materials and treatments used or planned for use (include vaccinations, hormones, antibiotics, and parasiticides).

Material Brand Name & Manufacturer	Birds Used On	Reason for Use	When Used	Approved? (Y or N)

7B. PHYSICAL ALTERATIONS: Not Applicable, skip to next section

Organic Standards require physical alterations needed to promote animal welfare be performed in ways to minimize pain and stress.

7B-1. Fill out the table below, including any administered by a veterinarian.

Surgical Procedure	Method and Tools Used	Reason for Procedure
Beak Trimming		
Toe Clipping or Punching		
Other (specify):		

7C. PEST AND PREDATOR CONTROLS:

7C-1. Check all pest and predators that you monitor your animals for:

- none flies parasites raptor predators reptilian predators small and large mammalian predators

7C-2. What strategies do you use to coexist with and reduce conflicts with predators? N/A

- use guard animals predator lights restrict grazing when predator pressure is high night corrals electric fencing
 shooting predators livestock bred for protective instincts small and large animals grazed together other (specify)

7C-3. Do you keep records of pest and/or predator material use? Yes No

7C-4. List all pest and predator control materials (including any poison baits) used or planned for use: N/A

Pest or Predator	Material Used	Brand Name / Manufacturer	Approved? Yes or No

SECTION 8: Slaughter

205.100, 205.239, 205.272

The Organic Standards require humane methods of loading, unloading, holding and slaughter. Slaughter facilities must be certified.

8A. SLAUGHTER Not Applicable, skip to next section

8A-1. How do you slaughter your poultry?

- on-farm slaughter with own equipment off-farm certified organic slaughter facility
 on-farm rented organic mobile processing unit (MPPU) off-farm non-organic slaughter facility

8A-2. If birds are slaughtered off-farm, provide the facility's organic status, name and contact information: N/A

You must maintain organic certificates on file for any off-farm certified organic slaughter facilities.

8A-3. For on-farm slaughter, I have submitted the On-Farm Handling Plan: Yes No N/A, slaughter is off-farm

If you want to certify any on-farm slaughter, multi-ingredient poultry products, or if you want to be certified to slaughter anyone else's organic poultry, you must submit an On-Farm Handling Plan.

8A-4. For on-farm slaughter, what regulatory permit(s) do you hold for poultry slaughter? N/A, none required in my state

8A-5. How many birds or lbs. of parts do you anticipate harvesting this year?

8A-6. Meat inventory records are required at least once a year so that amounts are auditable at inspection. List the current quantities of slaughtered birds or lbs. of parts in storage (include the date inventory was taken, and if zero is on hand, report those quantities as zero):

8B. TRANSPORT Not Applicable

8B-1. I ship my poultry: Live for sale For organic slaughter For non-organic slaughter (*skip to next section*)

8B-2. How are birds caught and loaded onto transport?

8B-3. What form of transportation is used?

8B-4. How many hours from loading until point of sale or time of slaughter?

8B-5. Any provisions provided in transit? Food Water Both food and water None

SECTION 9: Egg Production

205.100, 205.270

The Organic Standards require facilities handling organic eggs to be certified and inspected to verify organic integrity is maintained.

9-1. How are your eggs cleaned and inspected? N/A, skip to the next section

- on-farm facility off-farm facility

9-2. If you are using an on-farm facility, list any egg washes or additives to the water such as chlorine used: N/A

9-3. If you are using an off-farm facility, provide the facility's organic status, name and contact information: N/A

You must maintain organic certificates on file for any off-farm certified egg facilities.

9-4. How many eggs do you anticipate harvesting this year?

9-5. Egg inventory records are required at least once a year so that amounts are auditable at inspection. List the current quantities of eggs in storage (include the date inventory was taken, and if zero is on hand, report those quantities as zero):

SECTION 10: Poultry Identification

205.236, 205.272

The Organic Standards require flock identification. Separation and identification are required for those birds that have been treated with prohibited products.

10-1. What methods do you use to identify your organic flocks? (check all that apply)

- none, flocks are commingled different species different breeds separate housing
 separate by hatch/arrival date other (specify):

10-2. If an individual bird required conventional treatment, how would they be identified and/or segregated?

SECTION 11: Monitoring and Recordkeeping

205.103

The Organic Standards require that records disclose all activities and transactions of the operation, be maintained for 5 years, and demonstrate compliance with the NOP Rule. All records must be accessible to the inspector.

11A. MONITORING:

11A-1. How do you monitor the implementation of your organic system plan, including recording the frequency of your monitoring? (Check off all that apply.)

- Updating of the Organic Poultry Plan and accompanying documents annually other (specify)
 Auditing your own recordkeeping annually monthly other (specify)
 Do you keep records of your internal audits? Yes No
 Verification that material label instructions are followed? daily weekly monthly other (specify)
 Do you keep records of these verifications? Yes No
 Other monitoring (specify): annually monthly other (specify)

11B. RECORDKEEPING:

11B-1. Which of the following records do you keep for organic poultry production? (Check all that apply)

- maps of all pastures and outdoor access areas
 pasture and outdoor access records
 purchase records for new birds
 purchase records for feed/feed supplements
 organic certificates for purchased feed and/or organic birds
 feed storage records
 health records (mortalities, parasite issues, excessive pecking, injuries, etc.)
 egg production records
 monitoring records (soil tests, water tests, quality tests, recorded observations)
 samples of labels in use
 slaughter/processing records
 sales records (purchase order, contract, invoice, cash receipts, cash receipt journal, sales journal, etc.)
 shipping records (scale ticket, bill of lading)
 other (specify)

11B. RECORDKEEPING (cont.)

11B-2. Describe your overall recordkeeping system: paper digital both paper and digital field notebooks
 daily record sheets monthly spreadsheets phone apps other (specify)

11B-3. Does your recordkeeping system disclose all activities from purchase or birth of poultry through egg/meat production and/or sale of products? Yes No

11B-4. How long do you keep your records? *The Organic Standards require 5 years minimum.*
 1 year 2 years 3 years 4 years 5 years other (specify)

11C. MARKETING:

11C-1. Types of marketing: farmers market direct to retail CSA/subscription service wholesale on-farm retail
 internet/website bulk to processor contract to buyer other (specify)

11C-2. Do you sell live birds? Yes No

11C-3. Are you using any labels to market your organic produce or products? Yes No
If yes, have you submitted all labels for review and approval prior to use? Yes No

11C-4. Do you import organic ingredients for processed products or poultry feed for your farm from Canada or any other foreign country? Yes No

If yes, then you must fill out the Baystate Crop/Livestock Import/Export Addendum.

11C-5. Do you export organic poultry products to Canada or any foreign country? Yes No

If yes, then you must fill out the Baystate Crop/Livestock Import/Export Addendum.

SECTION 12: Affirmation

I affirm that all statements made in this application are true and correct. I understand my facility may be subject to inspection and/or residues sampling at any time deemed appropriate to ensure compliance with the Organic Foods Production Act of 1990 and NOP Rules and Regulations. I understand acceptance of my application for organic certification in no way implies granting of certification by Baystate Organic Certifiers. I agree to provide further information as required by Baystate Organic Certifiers.

Furthermore, I agree to abide by the following general requirements for certification as specified in section 205.400 of the National Organic Standards. A person seeking to receive or maintain organic certification must:

1. Comply with the Organic Food Productions Act and all applicable regulations specified in the National Organic Standards and with all Baystate Organic Certifiers certification requirements as outlined in the Program Manual.
2. Establish, implement, and update annually an organic production or handling system plan that is submitted to Baystate Organic Certifiers.
3. Permit on-site inspections by Baystate Organic Certifiers with complete access to the production or handling operation, including noncertified production and handling areas, structures, and offices.
4. Maintain all records applicable to the organic operation for not less than 5 years beyond their creation and allow authorized representatives of the Secretary of Agriculture, and Baystate Organic Certifiers access to such records during normal business hours for review and copying to determine compliance with the Organic Food Productions Act and all applicable regulations specified in the National Organic Standards.
5. Submit applicable fees according to the Baystate Organic Certifiers' Fee Schedule.
6. Immediately notify Baystate Organic Certifiers concerning any application, including drift, of a prohibited substance to any field, production unit, site, facility, livestock, or product that is part of an operation; and notify Baystate of any change in a certified operation or any portion of a certified operation that may affect its compliance with the Act and the regulations in this part.
7. Submit all labels used to market organic produce, meat, or products to Baystate Organic Certifiers for review and approval prior to using these labels to market the produce, meat, or products.

Signature of Owner/Manager: _____ Date _____

I have made copies of this Organic Handling Plan and other supporting documents for my own records.

Application forms may be emailed to: applications@baystateorganic.org.

Submit hardcopy application packets, copies, fees, and supporting documents to:

Baystate Organic Certifiers, c/o Don Franczyk, 1220 Cedarwood Circle, N. Dighton, MA 02764